

**MINUTES OF PUBLIC MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
OF MEETING HELD NOVEMBER 1, 2007**

* DRAFT *

A public meeting of the Arizona Geographic Information Council was convened at 10:00a.m. On November 1, 2007 at the ADOT Human Resources Development Center, 1130 N 22nd Av, Phoenix. Present at the meeting were the following members or designees of the Arizona Geographic Information Council:

Lee Dexter, Northern Arizona University
Victor Gass, Arizona Department of Environmental Quality
Cheryl Blockey, designee for Gary Irish, Arizona State Land Department
Adam Iten, Arizona Department of Administration
Jana Hutchins, Arizona State University
Dave Minkel, National Geodetic Survey
Timothy Smothers, League of Arizona Cities and Towns
Tom Sturm, US Geological Survey
Gene Trobia, Arizona State Cartographer's Office
Jason Howard, designee for Rita Walton, Maricopa Association of Governments
Carol Warren, AZ Department of Education
Chris Newton, Arizona Department of Health Services
Jami Garrison, Arizona Department of Transportation
Susan Smith, designee for Dena Gambrel, AZ Department of Water Resources
Kevin Blake, Northern Arizona Geographic Information Forum
Brian Brady, Yuma Regional Geographic Information System
Keith Larson, Natural Resource Conservation Service
Sharon Nicholson, Arizona Department of Public Safety
Lucas Murray, alternate for the Arizona Department of Economic Security
Susan Husij, Arizona Department of Revenue

Absent were:

Tom Tyndall, designee for Bradley McNeill, Arizona State Parks
Jessica Smothermon, designee for Lisa Danka, AZ Department of Commerce
Lee Allison, Arizona Geological Survey
Nicole Brown, Arizona Game and Fish Department
Candace Bogart, USDA Forest Service
Rodney Hampton, Arizona Association of Counties
Craig Wissler, University of Arizona
Chris English, Bureau of Indian Affairs
Jack Johnson, Bureau of Land Management
Manny Rosas, Pima Association of Governments
Lee Harbers, AZ Professional Land Surveyors Association
Howard Ward, Terra Systems Southwest, Inc.

The following matters were discussed, considered, and decided at the meeting:

- I. Call to Order. The Council was called to order at 10:01am by Tom Sturm, AGIC President. A count of Board Members established that a quorum was present (see list of Board members and designees in attendance).
- II. Budget Update. Gene Trobia reported on behalf of Gary Irish on the AGIC budget (see attached AGIC Budget Summary). The status of the AGIC budget indicated that as of September 30, 2007, the AGIC General account showed a balance of \$45,323.36 and the AGIC Conference account showed a balance of \$38,395.95.

There was discussion of transferring funds from the AGIC Conference to AGIC account. Seth Franzman requested that \$25,000 be kept in the Conference account until the planning committee knew what would be needed as seed money for next year's conference.

Gene Trobia made a motion to approve the budget and to transfer all but 25K from the conference to AGIC side of budget. The motion was seconded by Jami Garrison.
Motion was approved unanimously.

Action Item: All but \$25,000 will be transferred from the Conference account to the AGIC account. Future transfers will be discussed at the next Board Meeting

- III. Approval of Minutes of the August 9, 2007 Board meeting. Motion made by Chris Newton. Seconded by Sharon Nicholson. Approved unanimously.

Action Item: Minutes of the August 9, 2007 Board meeting approved.

Committee Reports. The Board will hear oral reports from committee and working group chairpersons.

- IV. Committee Reports:

- A. *Administration and Legal Committee*
Report by the Tim Smothers on activities of the committee.
 - i. AGIC Intern – Request for an additional \$10K of funding
Tim gave an update of last meetings motion to fund this intern.
NSGIC meeting met person in Wisconsin to work on FGDC Grant and work plan
Person is a PhD candidate and has extensive experience working on GIS state coordination policy and procedures.

Tim Smothers made motion to increase the amount AGIC will contribute from \$10K to \$20K to hire a specific intern (Lea Shanley) contingent on receiving an FGDC CAP Grant. Seconded by Chris Newton.

Discussion on the unique intern qualifications and what the intern would perform followed.

Motion passed with one abstention.

ii. Arizona Board of Technical Registration (AZBTR) Update
Tim discussed the Letter of Inquiry to the AZBTR. He outlined the activities of the APLS GO Committee and the AGIC A&L Committee workgroup to develop a response, through APLS, to the AZBTR. The document is ready for review by APLS to bring forward to the AZBTR.

The focus of the response focuses on the proper use of data. The issue focuses on whether geospatial data is the Authorized record verses a representation of data.

January APLS meeting is when the document will come up for vote with APLS.

iii. Executive Order changes review and discussion
Tim discussed the modifications proposed to the Executive Order. The A&L committee edited the existing EO. Tim asked if the board had received the draft and had time to review it. He briefly discussed the changes the workgroup made.

Tim requested a motion to submit these revisions to the Governor's Office

Seconded by Jana Hutchins

Tim further discussed how the EO was updated using current Enterprise GIS terminology rather than outdated cartographic language.

Gene mentioned that the group worked to prioritize geospatial data and GIS Enterprise. The group has discussed this with the Governor's Office and they are expecting a draft from AGIC.

Friendly amendment made by Jana Hutchins

Motion passed unanimously.

iv. Bylaws Update review and discussion
Tim discussed modifications to the AGIC Bylaws. He mentioned that Lee Harbors had requested criteria for how consortia and organizations could join AGIC. Tim said this lead to a review and modification of the bylaws and discussed those specific parts of the bylaws. He further discussed the specific criteria for membership responsibilities that had been added to the bylaws.

He clarified that membership still needed to be approved by the governor's office. Also, the section of secret ballot was revised to reflect the need for a public vote.

Tim Smothers made a motion to approve the new Bylaws. The motion was seconded by Jana Hutchins.

A discussion occurred around the notion of a private sector firm representing the private sector versus an association representing the private sector.

Seth Franzman proposed 'shall' be changed to 'recommended for inclusion' for membership to AGIC.

Gene mentioned that the bylaws are not binding and are intended as guidelines by the board for the board.

Other grammar and spelling changes were made.

Motion was passed unanimously.

v. Election of Officers

Tim brought the candidates for election before the board and asked if there was any discussion. There was no discussion.

Vote for Gary Irish for secretary was approved by unanimous open vote of the Board.

Vote for Kevin Blake as President Elect was approved by unanimous open vote of the Board.

vi. NSGIC Review: Deferred due to time.

vii. NSGIC Membership Opportunity for the Board

Tim reminded the Board that there was the option for AGIC to join NSGIC as a State Council member rather than joining as individual members. Tim brought up some of the benefits for the Board to join NSGIC as a Council member.

Jami made the motion to approve expending \$3000 for AGIC to join NSGIC as a State Council member. Seconded by Jana Hutchins.

Motion passed unanimously with one abstention.

viii. Report on AGIC committee's membership, 2007 accomplishments and 2008 goals and planned activities.

Tim reviewed the work plan submitted by each Committee. This included 2007 accomplishments and future planned activities. He went through each committee's submittal. These included:

Administration and Legal – a report of the committees' achievements and activities were made by Tim.

B. *Data Resources Committee*

Tom Sturm note that the Data Resources and Technology committees agreed to merge into the Geospatial Data and Web Services Committee

The Committee will focus on business needs as drivers for geospatial data and GIS services development. The Arizona Geospatial Clearinghouse will be the primary business case to start with.

Tom went on to discuss the status of the NAIP 2007 imagery. The compressed county mosaics have been delivered to the SCO. QA/QC is underway now. We hope to receive improved imagery. Tom is available for additional questions. The mosaics are natural color and the final products will be 4 band. Keith mentioned they APFO will develop 4 band jpeg 2000s of several counties.

The Arizona Geospatial Clearinghouse is moving forward. The SCO and AcTIC GIS did not receive a state DHS grant, but are still moving forward focusing on the Phoenix and Valley area in preparation for the Superbowl.

Dave Minkel gave an update on the Arizona Height Modernization Project (AZHMP). Arizona did receive funding for the 2nd year of Height Modernization from NOAA/NGS. AZHMP received an extension for the 1st year of the grant. Dave established the 1st new base station in Safford. He went to Page to begin work to establish the next base station. Dave mentioned that there are seven more base stations to be established around the state. Yavapai County/Prescott may be the next location for a base station. The GNSS server is scheduled to be set up at ACTIC. That is ongoing and is behind schedule due to the AGIC and SCO server crash. It is anticipated that the server will be established and up and running by the first week of December. Dave went on to discuss mini grants for AZHMP activities throughout the state.

C. *Conference Committee*

Jami gave a report on the status of the conference and action items for the committee. The committee is looking to have the conference in Southern Arizona if possible, while still having a hold on the Prescott Resort. Seth mentioned that every effort was made to reduce the number on non-payments this year and requested outstanding payees please pay your fees.

D. *Outreach Committee*

Glen Buettner gave the report. He discussed the preliminary survey that the committee conducted with the Northern Arizona GIS User Group in Prescott Valley. He is working to summarize and refine the survey. There is an effort to coordinate with other committees to conduct workshops this next year. He also reported on executive outreach activities.

Glen would like to see the Board set aside time for presentations from outside groups or people. Tom commented that he would like to see that happen and AGIC used to do this. Outreach is willing to coordinate this activity.

Adam made a motion for \$1000 for education and outreach. Seconded by Lee Dexter. Glen requested that committees and the board be forward looking and establish a budget for the upcoming year.

Sharon Nicholson proposed changing the amount to \$2000 for the committee to use to promote its activities for MEC and other teacher program activities. This was considered a friendly amendment.

Motion passed unanimously.

III. Comments, Requests, and Items for Future Agendas.

- i. Tom requested the Outreach Committee to coordinate a 20 minute presentation at the next board meeting. There should be no cost to the board for this activity.
- ii. Tim brought up the next meeting date. It is February 7, 2008.
- iii. Tom would like to get a status on the FGDC CAP grant and present on what we proposed for Category 3 and Category 5. He suggested Sharon Nicholson look at Category 5 and consider applying for it.

IV. Call to the Public.

Seth Franzman introduced Susan Husij, the new member from the Department of Revenue and asked the Board to support her.

Jana Hutchins introduced Roger Knouff the new ASU Map Librarian.

Lucas Murray is the alternate for the Department of Economic Security.

- V. Next Meeting Time and Date. Next Meeting Date (February 7, 2007), 10:00am, ADOT Human Resources Development Center, 1130 N 22nd Av, Phoenix, AZ.

Tom requested to add the location and dial in number to the AGIC calendar.

- VI. Adjournment. The meeting adjourned at 12:00 pm.

Attachments:

AGIC Budget Summary

AGIC August 9, 2007 Minutes